



Prometheus
Annual Report of
Computer Science Association,
Engineering Society, HKUSU
Session 2013 – 2014



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1. Terminology

Term	Meaning
the Department	Department of Computer Science, The University of Hong Kong
the Faculty	Faculty of Engineering, The University of Hong Kong
the University	The University of Hong Kong
the Association	Computer Science Association, Engineering Society, HKUSU
the Members	All members of the Association
Ex-Co	Executive Committee members of the Association
the Freshmen	First year intake of the curriculum of Computer Science of the University and year 1 students of the Faculty before they declare their major



2. Preface

We, Prometheus, being the cabinet of the Association, Session 2013 – 2014, have served our members during the session with our greatest endeavour. Looking back, it has been a fruitful year. We have organised various functions and activities for our members, which turned out to be successes, in terms of meeting the objectives of the Association, as well as adding colours to the University life of our members.

This year, we have organised 9 functions and activities in total. Large functions including Superpass Days, Orientation Camp and Welfare Week were of great success. We also organised a series of "Career Talks" featuring three companies, which is first of the kind in recent years. The process of next-year Cabinet recruitment is smooth and successful. A well-trained cabinet was nominated during the nomination period.

Externally, despite not having held any external functions, we have maintained good relationships with other academic societies, in the way of resource and information exchanges. The participation of our representatives in the Engineering Council had great help in facilitating the cooperation between societies.

We, Prometheus, has been whole-heartedly serving our members from the past year. But this can only be achieved with the support from our dearest members and the Department. Reaching the end of this year, we hope the Association will continue the mission prosperously, and wish the family of Computer Science a bright future.

NG Tsz Ho
Chairperson
Computer Science Association,
Engineering Society, HKUSU
Session 2013 – 2014



3. Constitution of Computer Science Association, Engineering Society, HKUSU

THE CONSTITUTION OF COMPUTER SCIENCE ASSOCIATION, ENGINEERING SOCIETY, HKUSU (Last amended on 28th July 2012)

SECTION 1 : GENERAL

1.1 NAME

1.1.1 The name of the Association shall be "Computer Science Association, Engineering Society, HKUSU", in short "CSA, ENS, HKUSU", or in Chinese 香港大學學生會工程學會計算機科學學會 (hereinafter referred to as "the Association").

1.2 OBJECTIVES

- 1.2.1 To serve as the official representative body of the Association members.
- 1.2.2 To promote the general welfare of the Association members.
- 1.2.3 To promote friendship and communication among the Association members.
- 1.2.4 To facilitate communication between students of the Department of Computer Science (hereinafter referred to as "the Department") and the Department.
- 1.2.5 To encourage and facilitate the study of Computer Science of the Association members.
- 1.2.6 To serve as a communication channel between the Association members and external organizations and the general public.
- 1.2.7 To raise the social respect of the curricula of Computer Science and Information Systems/Computer Science of the University of Hong Kong.
- 1.2.8 To promote the interflowing of the curricula of Computer Science and Information Systems/Computer Science with other academic bodies.
- 1.2.9 To provide current information on career aspects.
- 1.2.10 To introduce the curricula of Computer Science and Information Systems/Computer Science of the University of Hong Kong to the general public.

1.3 SESSION

1.3.1 The Association's session shall commence immediately after the Annual General Meeting (hereinafter referred to as "the AGM") and terminate at the end of the AGM of the succeeding year.

1.4 Affiliation



1.4.1 The Association shall be affiliated to Engineering Society, HKUSU

SECTION 2 : MEMBERSHIP

2.1 MEMBERSHIP

2.1.1 Full Membership

2.1.1.1 All undergraduates of the curriculum of Bachelor of Engineering (Computer Science) shall be Full Members of the Association and shall pay the prescribed fee stated in Section 6.2.

2.1.1.2 Any undergraduate of the curriculum of Bachelor of Engineering, who has not declared his/her major, may join the Association. He/She shall be a Full Member of the Association after paying the prescribed fee stated in Section 6.2.

2.1.2 Associate Membership

2.1.2.1 Any graduate of the curricula of Bioinformatics, Computer Science, Computer Science [Information Systems], Computer Science and Information Systems, Information Systems/Computer Science, Information Systems/Software Engineering, Software Engineering, and any postgraduate of Computer Science may be an Associate Member of the Association. He/She shall be an Associate Member after paying the registration fee stated in Section 6.2.

2.1.3 Honorary Membership

2.1.3.1 Any person recommended by the Committee referred to Section 3.3 may be voted and appointed at the AGM and become Honorary Members of the Association.

2.1.4 Honorary Staff Membership

2.1.4.1 All staff of the Department shall be Honorary Staff Members of the Association.

2.1.5 Honorary President

2.1.5.1 The Head of Department of the Department shall be the Honorary President.

2.1.6 Honorary Auditor

2.1.6.1 The Honorary President of the Association shall also be the Honorary Auditor of the Association.

2.2 PRIVILEGES AND RIGHTS

2.2.1 All members of the Association shall enjoy the following privileges:

2.2.1.1 to have a membership card valid from the first day of the first semester of an academic year to the thirtieth day of the first semester of the next academic year;

2.2.1.2 to use all facilities provided by the Association for the general use of the members;

2.2.1.3 to attend all General Meetings (refer to Section 4.1.1) of the Association;

2.2.1.4 to attend all functions and activities arranged by the Association for the general participation of its members.

2.2.2 All Full Members of the Association:



2.2.2.1 may vote, nominate, and be nominated for election in Association Elections at the AGM or the By-election General Meeting and be eligible for office in the Executive Committee of the Association;

2.2.2.2 may propose, second and vote at the AGM, Extraordinary General Meeting (hereinafter referred to as "EGM") and By-election General Meeting.

SECTION 3 : OFFICE BEARERS AND COMMITTEE

3.1 ADVISORY BOARD

3.1.1 An Advisory Board shall consist of the Honorary President, Honorary Staff Members and Honorary Members.

3.2 OFFICE BEARERS

a Chairperson
an Internal Vice-chairperson
an External Vice-chairperson
an Internal General Secretary
an External General Secretary
a Financial Secretary
a Publication and Publicity Secretary
a Social Secretary
a Welfare Secretary
an Information Secretary
a Marketing Secretary
a Sports Secretary

3.3 EXECUTIVE COMMITTEE

3.3.1 There shall be an Executive Committee (hereinafter referred to as "the Committee") consisting of the office bearers of the Association and a Past Executive Committee Representative.

3.4 POWERS OF THE COMMITTEE

3.4.1 The Committee shall have the power to co-opt any Full Member to fill any vacancy of the Committee that may occur, except those stated in Section 4.4.

3.4.2 The Committee shall have the power to appoint sub-committee for any specific purposes. All such sub-committee shall consist of an ex-officio member.

3.4.3 The Committee shall have the rights to invite any person to attend any meeting or function of the Association.



3.5 DUTIES

3.5.1 The Executive Committee shall:

- 3.5.1.1 carry out the general duties related to the operation of the Association;
- 3.5.1.2 formulate and implement the policies of the Association in accordance with its objectives;
- 3.5.1.3 decide on all activities of the Association and the disposal of funds for such activities;
- 3.5.1.4 represent the Association members in matters that affect them as a whole.

3.5.2 The Chairperson shall:

- 3.5.2.1 be the chief executive of the Association and the Committee;
- 3.5.2.2 preside at all meetings of the Association at which he/she is present.

3.5.3 The Internal Vice-chairperson shall:

- 3.5.3.1 assist the Chairperson in all the duties pertaining to internal affairs;
- 3.5.3.2 be the ex-officio chairperson of the Committee in the absence of the Chairperson.

3.5.4 The External Vice-chairperson shall:

- 3.5.4.1 assist the Chairperson in all the duties pertaining to external affairs;
- 3.5.4.2 be the ex-officio chairperson of the Committee in the absence of the Chairperson and the Internal Vice-chairperson.

3.5.5 The Internal General Secretary shall:

- 3.5.5.1 conduct all general correspondence and record minutes of all meetings;
- 3.5.5.2 prepare the Annual Report to be presented at the AGM;
- 3.5.5.3 be responsible for keeping all past and present documents of the Association.

3.5.6 The External General Secretary shall:

- 3.5.6.1 be responsible for all internal and external liaison affairs of the Association;
- 3.5.6.2 be responsible for all external documentary work.

3.5.7 The Financial Secretary shall:

- 3.5.7.1 keep an account of all income and expenditure of the Association;
- 3.5.7.2 draft the Annual Budget;
- 3.5.7.3 prepare the Annual Financial Report to be presented at the AGM after audited by the Honorary Auditor;
- 3.5.7.4 be responsible for all general financial matters of the Association.

3.5.8 The Publication and Publicity Secretary shall:

- 3.5.8.1 be responsible for producing all publications and publicity of the Association;
- 3.5.8.2 be the ex-officio Editor-in-chief of any magazine or periodical papers that may be issued in the name of the Association.

3.5.9 The Social Secretary shall:

- 3.5.9.1 be responsible for all social activities of the Association;



- 3.5.9.2 initiate and organise all kinds of social activities according to the will of the members;
- 3.5.9.3 establish a good relationship among the members.
- 3.5.10 The Welfare Secretary shall:
 - 3.5.10.1 be responsible for the general welfare of the Association members.
- 3.5.11 The Information Secretary shall:
 - 3.5.11.1 gather and provide current information and arrange activities on academic and career aspects;
 - 3.5.11.2 keep a good linkage with other academic bodies in order to promote the interflowing of the curricula of Computer Science and Information Systems/Computer Science.
- 3.5.12 The Marketing Secretary shall:
 - 3.5.12.1 assist the External Vice-chairperson to contact the general public;
 - 3.5.12.2 act as a communication channel between the Association and the general public;
 - 3.5.12.3 keep a good linkage with business bodies related to Computer Science in order to introduce the curricula of Computer Science and Information Systems/Computer Science of the University of Hong Kong.
 - 3.5.12.4 be responsible for all matters related to marketing activities.
- 3.5.13 The Sports Secretary shall:
 - 3.5.13.1 be responsible for all sports activities of the Association;
 - 3.5.13.2 initiate and organise all kinds of sports activities according to the will of the members;
 - 3.5.13.3 be responsible for the organization of sport teams representing the Association.
- 3.5.14 The Past Executive Committee Representative shall:
 - 3.5.14.1 act as a communication channel on past working experience of the Association;
 - 3.5.14.2 facilitate and assist the work of the Committee in carrying out the duties.

3.6 EXECUTIVE COMMITTEE MEETING

- 3.6.1 The members of the Committee shall have the right to attend and to speak in all Executive Committee Meetings.

3.7 RESIGNATION

- 3.7.1 When any Committee member wishes to resign his/her post, he/she shall submit a formal resign letter which must be received and adopted by the Committee one month before his/her resignation.
- 3.7.2 Should the Chairperson resign his/her post, a By-election General Meeting shall be convened to elect a new Chairperson.

SECTION 4 : GENERAL MEETING



4.1 GENERAL

4.1.1 The term General Meeting shall include the AGM and EGM and By-election General Meeting.

4.1.2 The vote of a General Meeting shall possess the highest authority in the Association.

4.1.3 At all General Meetings, a quorum shall be formed with no less than 15% of Full Members.

4.1.4 If after half an hour of the time scheduled for the commencement of the Meeting, a quorum is not formed, the Meeting shall be adjourned to the same weekday in the following week, at which if a quorum is still not formed, all Full Members present shall form a quorum.

4.1.5 At all General Meetings, Union Council Meeting procedures and By-laws of Engineering Council, Hong Kong University Students' Union and By-laws of Hong Kong University Students' Union Council and Constitution of Engineering Society, HKUSU shall be observed.

4.1.6 The councilor appointed by the Engineering Council Chairman shall be invited as the returning officer in the General Meeting. The returning officer shall have right to speak on the proceeding of the Meeting only.

4.1.7 All General Meetings shall be presided by the Chairperson of the current session of the Association.

4.2 ANNUAL GENERAL MEETING

4.2.1 The Business of the AGM shall be:

4.2.1.1 to receive and adopt minutes of the previous AGM, By-election General Meeting and EGM which may have been held in the session;

4.2.1.2 to receive and adopt the Annual Functional Report of the current session;

4.2.1.3 to receive and adopt the Annual Financial Report from the Honorary Auditor and the Financial Secretary of the current session;

4.2.1.4 to elect the office-bearers for the coming session of the Committee;

4.2.1.5 to receive and adopt the Annual Budget from the Honorary Auditor and the Financial Secretary of the newly elected party;

4.2.1.6 to amend the Constitution, if any;

4.2.1.7 Any Other Business (No business other than that stated in the agenda shall be discussed without the consent of at least two-thirds of the members present).

4.2.2 No less than fourteen clear days' notice shall be given for an AGM.

4.2.3 The AGM shall be held on or before the forty-second clear day of the second semester of each academic year.

4.3 EXTRAORDINARY GENERAL MEETING

4.3.1 The Committee shall have the right to convene an EGM for any purpose at any time.



4.3.2 An EGM shall be convened within a period of two weeks upon requisition signed by no less than 15% of Full Members of the Association. Such requisition shall specify the objects of the proposed Meeting.

4.3.3 No less than seven clear days' notice shall be given for an EGM and the notice convening the Meeting shall state the business to be transacted.

4.3.4 No business other than that stated on the agenda shall be discussed at an EGM without the consent of at least two-thirds of the members present.

4.3.5 A vote of non-confidence for the infringement of the Constitution, neglect of duties of unbecoming conduct may be moved against any members of the Committee at an EGM held specifically for this purpose. A vote so passed shall call for the immediate resignation of the office-bearers against whom the vote is moved.

4.4 BY-ELECTION GENERAL MEETING

4.4.1 In the event of three or more posts of the office-bearers falling vacant at any one time, the Chairperson shall convene a By-election General Meeting.

4.4.2 In the event of the vacancy occurring in the post of the Chairperson, a By-election General Meeting shall be convened to elect a new Chairperson.

4.4.3 In the event of a vacancy occurring in the post of the Chairperson, a By-election General Meeting shall be convened by the Committee under the delegation of the Internal Vice-chairperson or in case of the absence both the Chairperson and the Internal Vice-chairperson, the External Vice-chairperson.

4.4.4 In the event of vacancies occurring in the posts of the Chairperson and the Vice-chairpersons, the Committee shall convene a By-election General Meeting for the election of the vacant posts. One of the office-bearers shall be appointed by the Committee to preside at this Meeting.

4.4.5 No less than seven clear days' notice shall be given for a By-election General Meeting.

4.4.6 No business other than the election to vacant posts shall take place in a By-election General Meeting.

4.4.7 All nominations for the post(s) vacant should be in the hands of the Chairperson of the By-election General Meeting 48 hours before the Meeting taken place.

SECTION 5 : ELECTION AND VOTING

5.1 NOMINATION

5.1.1 All candidates should be in the form of parties.

5.1.2 Nomination of the office-bearers of the Association shall open not less than three weeks before the AGM.

5.1.3 Nomination for election shall only contain the names and signatures of candidates, together



with the names and signatures of the proposers and seconders, and must be in the hands of the Internal General Secretary, or the Chairperson not less than 10 clear days before the AGM is to take place.

5.1.4 The Internal General Secretary shall post a list of all nominations within 3 clear days after the closure of nomination.

5.2 VOTING

5.2.1 Election of office-bearers shall take the form of secret ballot by individual voting. If there is only one candidate party for the Committee, the party shall be declared elected if the number of valid votes cast for the party is no less than half of the Full Members present at the meeting.

5.2.2 If there are two or more candidate parties for the Committee, each voter has one vote. A party shall be declared elected if the number of valid votes cast for it is the highest and no less than one-fourth of the Full Members present at this meeting.

5.2.3 In the event of a tie at the first place, a second voting shall be held between the parties which have tied.

5.2.4 In the event of a tie at the second place, the chairperson of the AGM shall have a casting vote.

5.3 ANNOUNCEMENT OF ELECTION RESULTS

5.3.1 Results of the election shall be announced within 24 hours after the conclusion of the election and by-election.

5.4 RE-ELECTION

5.4.1 The Chairperson who presided over the Election shall, on being satisfied that there had been a contravention of any of the election procedures, order a Re-Election. Any request for a Re-Election shall only be entertained if made by not less than ten Full Members in writing together with the grounds on which the request is made submitted to the Chairperson of the Election not later than 24 hours after the announcement of the results of the Election.

5.5 EXECUTIVE COMMITTEE MEETING

5.5.1 The members of the Committee other than the chairperson of the meeting shall have the right to vote in all Executive Committee Meetings.

5.5.2 All decisions and resolutions adopted by the Association must be approved by simple majority of the members of the Executive Committee Meeting. In case when the number of votes on each side of the motion is equal, a second voting shall be held, in which the Chairperson of the Executive Committee Meeting shall have a casting vote.



SECTION 6 : FINANCE

6.1 FINANCIAL YEAR

6.1.1 Financial year shall correspond to the Executive Committee session.

6.2 SUBSCRIPTION

6.2.1 Every Full Member of the Association shall pay an registration fee of HK\$10 to the Financial Secretary on joining the Association.

6.2.2 Every Associate Member of the Association shall pay an registration fee of HK\$20 to the Financial Secretary on joining the Association.

6.2.3 The subscription fee for Full Members shall be paid in accordance with the following table:

Undergraduates of the 3-year curriculum of Bachelor of Engineering (Computer Science):

Status	No. of Academic Years Covered	Amount
1st Year Students	3	HK\$110.00
2nd Year Students	2	HK\$70.00
3rd Year Students	1	HK\$35.00
Students beyond 3rd Year	1	HK\$35.00

Undergraduates of the 4-year curriculum of Bachelor of Engineering (Computer Science):

Status	No. of Academic Years Covered	Amount
2nd Year Students	3	HK\$150.00
3rd Year Students	2	HK\$100.00
4th Year Students	1	HK\$50.00
Students beyond 4th Year	1	HK\$50.00

Undergraduates of the 4-year curriculum of Bachelor of Engineering:

Status	No. of Academic Years Covered	Amount
1st Year Students	1	HK\$50.00

6.3 ANNUAL BUDGET

6.3.1 The Annual Budget shall be prepared by the Honorary Auditor and the Financial Secretary and shall be submitted for adoption at the AGM.

6.4 FUND-RAISING

6.4.1 Proposal for fund-raising activities shall be presented to the Committee for approval.

6.4.2 The Financial Secretary shall co-ordinate and supervise all approved plans for fund-raising.



6.5 AUDITING

6.5.1 The Financial Secretary shall submit the annual account to the Honorary Auditor not later than two weeks before the AGM for auditing purposes. The audited financial report shall be presented at the AGM.

6.6 ACCOUNT

6.6.1 A current account shall be opened in the name of the Association.

6.6.2 All cheques shall be signed by the Financial Secretary and either the Chairperson or one of the two Vice-chairpersons.

SECTION 7 : CONSTITUTION

7.1 INTERPRETATION

7.1.1 The interpretation of the Constitution shall rest solely with the current-session Committee of the Association.

7.1.2 Any matter not specifically covered by this Constitution shall be decided by the current-session Committee.

7.2 AMENDMENT

7.2.1 No amendment of the Constitution may be in effect except at the AGM or EGM convened specially for this purpose. A notice informing the proposed amendments shall be posted seven clear days before the General Meeting.



4. Agenda of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014

Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014

Date: 28th February, 2014 (Friday)

Time: 15:30

Venue: Room 308, Chow Yei Ching Building, The University of Hong Kong

AGENDA

1. Call to order
2. To appoint the acting Honorary Secretary
3. To receive and adopt the agenda
4. To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014 – 2015
5. To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013
6. To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014
7. To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014
8. To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014
9. To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014
10. To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014



11. To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014 – 2015
12. To elect the Honorary Members, if any
13. To amend the Constitution, if any
14. Any Other Business
15. Adjournment

Prepared by,

NG Tsz Ho
Chairperson
Computer Science Association,
Engineering Society, HKUSU
Session 2013 – 2014



5. Minutes of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013

Terminology of Minutes of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013

Term	Meaning
the Department	Department of Computer Science, The University of Hong Kong
the Faculty	Faculty of Engineering, The University of Hong Kong
the University	The University of Hong Kong
the Association	Computer Science Association, Engineering Society, HKUSU
the Members	All members of the Association
Ex-Co	Executive Committee members of the Association
the Meeting	Annual General Meeting of the Association, Session 2012 – 2013
the Constitution	The Constitution of the Association



Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013
Annual General Meeting Minutes

Venue: Room 308, Chow Yei Ching Building, The University of Hong Kong

Date: 1st March, 2013 (Friday)

Time: 18:00

Meeting Chairperson: Lee Man Yin (Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Acting Honorary Secretary: Cheung Chan Teng (Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Returning Officer: Chan Chun Wing, Chester (Internal Vice-Chairperson of Civil Engineering Society, Engineering Society, HKUSU, Session 2012 – 2013)

Cheung Chung Wa (Chairperson of Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union, Session 2012 – 2013)

Meeting Agenda

1. Call to order
2. To appoint the acting Honorary Secretary
3. To receive and adopt the agenda
4. To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014
5. To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012
6. To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013
7. To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013
8. To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013
9. To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013
10. To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013



11. To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013
 12. To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014
 13. To elect the Honorary Members, if any
 14. To amend the Constitution, if any
 15. Any Other Business
 16. Adjournment
-

1. Call to Order

Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) asked if there were any doubts on the Meeting regulations. If not, the Meeting would be moved to agenda 2, "To appoint the acting Honorary Secretary".

2. To appoint the acting Honorary Secretary

At 18:03, 1st March 2013 (Friday), Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that he had received Motion 01.

Motion that: "To appoint Cheung Chan Teng (UID: 2011574331) to be the acting Honorary Secretary of Annual General Meeting of CSA, ENS, HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 18:04, 1st March 2013 (Friday), Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013))



announced that he had received Motion 02.

Motion that: "To move to the agendum 3: To receive and adopt the agenda."

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

3. To receive and adopt the agenda

At 18:05, 1st March 2013 (Friday), Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that he had received Motion 03.

Motion that: "To receive and adopt the agenda"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 18:07, 1st March 2013 (Friday), Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that he had received Motion 04.

Motion that: "Move to the agendum 4: To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.



4. To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014

Ng Tsz Ho (CS1, Nominated Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014) asked the Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if he could be granted to introduce the nominated cabinet.

Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Ng Tsz Ho (CS1, Nominated Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014) introduced the nominated cabinet.

Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) explained the voting procedures.

Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced the number of valid voters was 25, and voters could obtain their vote from the Returning Officer.

Resolution: Among 25 votes conducted, the voting result was as follows:

25 votes for the nominated cabinet "Prometheus",
1 vote against,
0 votes abstained,
1 vote invalidated.

Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced the nominated cabinet was elected.



Ng Tsz Ho (CS1, Chairperson-elect of CSA, ENS, HKUSU, Session 2013 – 2014) asked Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if he could be granted to thank for the support.

Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Ng Tsz Ho (CS1, Chairperson-elect of CSA, ENS, HKUSU, Session 2013 – 2014) thanked for support.

At 18:22, 1st March 2013 (Friday), Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that he had received Motion 05.

- Motion that: "To move to agenda 5: To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012"
- Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)
- Seconder: Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

5. To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012

At 18:23, 1st March 2013 (Friday), Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that the authority of Meeting Chairperson would be transferred to Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013).

At 18:24, 1st March 2013 (Friday), Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) accepted the authority of Meeting



Chairperson.

Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

At 18:28, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 06.

- Motion that: "To receive and adopt the minutes of Annual General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012"
- Proposer: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)
- Seconder: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 18:30, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 07.

- Motion that: "To move to the agenda 6: To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013"
- Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)
- Seconder: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

6. To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013



Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the use of tenses and terminology should be more careful, and the minutes should be reviewed by all Ex-Co.

Yuen Chi Leung (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the minutes should be proofreaded by all Ex-Co.

At 18:59, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 08.

Motion that: "To receive and adopt the minutes of 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 19:00, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 09.

Motion that: "To move to the agenda 7: To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society,



HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

7. To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013

Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if he could be granted to report General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013.

At 19:39, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 10.

Motion that: "To amend 'cupboards' to 'cupboard' in P.154 of Annual Report of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)



Resolution: No Discussion, No Objection, Motion **Carried**.

At 19:40, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that the authority of Meeting Chairperson would be transferred to Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013).

At 19:40, 1st March 2013 (Friday), Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

At 19:47, 1st March 2013 (Friday), Acting Meeting Chairperson (Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that the authority of Meeting Chairperson would be transferred to Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013).

At 19:47, 1st March 2013 (Friday), Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013.



Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the Ex-Co should publish the resource granted by the Department, and kept the Association room tidy.

At 19:53, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 11.

Motion that: "To receive and adopt the amended General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 19:55, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 12.

Motion that: "To move to the agenda 8: To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

8. To receive and adopt the Annual Functional Report of the Executive Committee, Computer



Science Association, Engineering Society, HKUSU, Session 2012 – 2013

Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if he could be granted to report Mixer (Semester 2, 2011 – 2012).

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported Mixer (Semester 2, 2011 – 2012).

At 20:14, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 13.

Motion that: "To add ' Helpers:

- Chan Yiu Keung (CS1)
- Cheung Chun Yuen (CS1)
- Hung Chun Ka (CS1)
- See Kwan Hon Brian (CS1)
- Wong Po Shing (CS1) '

between 'Around 100' and 'Rundown: ' in P.156 of Annual Report of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS,



HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Mixer (Semester 2, 2011 – 2012).

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the overall performance of the event was good, but the selection of the dessert should be more careful and should avoid the choice of pudding type dessert.

Yuen Chi Leung (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that he the arrangement of the event was good and the number of participants is satisfactory.

At 20:30, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 14.

Motion that: "To suspend the Meeting for 30 minutes for dinner"

Proposer: Low Hau Sum (CS1, Internal Vice-Chairperson-elect and Acting Welfare Secretary-elect of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: Ng Tsz Ho (CS1, Chairperson-elect of CSA, ENS, HKUSU, Session 2013 – 2014)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 20:30, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that the Meeting would be suspended until 21:00, 1st March 2013 (Friday).

At 21:00, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that the Meeting was resumed.

Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS,



HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if he could be granted to report Inauguration Ceremony.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported Inauguration Ceremony.

At 21:42, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 15.

Motion that: "To amend '16th Executive Committee of the Association' to '16th Ex-Co' in P.158 of Annual Report of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 22:05, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 16.

Motion that: "To amend 'Master of Ceremony:
Ng Man Yi (BDS1)
Helpers:
Cheung Chun Yuen (CS1)
He Xu (CS1)
Hung Chun Ka (CS1)
Lee Lung Wai (BEng(ME)2)
Ng Yu Shum (CS1)



Szeto Wing Man (BDS4)

Wong Po Shing (CS1) ' to

'Master of Ceremony:

- Ng Man Yi (BDS1)

Helpers:

- Cheung Chun Yuen (CS1)
- He Xu (CS1)
- Hung Chun Ka (CS1)
- Lee Lung Wai (BEng(ME)2)
- Ng Yu Shum (CS1)
- Szeto Wing Man (BDS4)
- Wong Po Shing (CS1) '

in P.158-159 of Annual Report of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Inauguration Ceremony.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that there were a lot of minor mistakes and insufficient guideline to guest speakers which highly affected the image of the Association.

Yuen Chi Leung (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the arrangement of the event was not satisfactory and it did not look like a formal event.



Tang Chun Hin (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the publication was satisfactory but there should be a clearer speech guideline for guest speakers.

Wong Wai Ling (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that there was not enough introduction of the Ex-Co and the performance of the event was average.

Lau Kam Lun (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the scope of marketing target can be wider and may take other inaugural ceremony as reference.

Tang Chun Hin (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the selection of venue should be more careful and should consider the formality.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the arrangement of seats was not satisfactory and there was not enough guideline of the seats.

At 20:56, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 17.

Motion that: "To add ' Helper:

- Cheung Chun Yuen (CS1) '

between 'Rundown: ' and 'Evaluations: ' in P.161 and P.178 of Annual Report of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if she could



be granted to report Superpass Day (Semester 2, 2011 – 2012).

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported Superpass Day (Semester 2, 2011 – 2012).

At 23:43, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 18.

Motion that: "To thank Mr. Chan Chun Wing Chester (UID: 3035008946) as the returning officer"

Proposer: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Superpass Day (Semester 2, 2011 – 2012).

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that there were unexpected issues which were not handled well, and the next Superpass Day should perform better.

Wong Mei Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the performance of the event was satisfactory, but the number of participants and selection of venue



were not satisfactory.

Yuen Chi Leung (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the venue was small and it was hard to seek help from the executive member during dinner.

Wong Wai Ling (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the portion of food was not big enough and the arrangement of the red pocket distribution was not satisfactory.

At 23:59, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 19.

Motion that: "To amend 'Date: ' to 'Dates: ' in P.162, P.165, P.168 of Annual Report of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 23:59, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 20.

Motion that: "To amend 'Venue: ' to 'Venues: ' in P.168 of Annual Report of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.



At 23:59, 1st March 2013 (Friday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 21.

Motion that: "To amend 'camp T-Shirt distribution' to 'Camp T-Shirt distribution' in P.170 of Annual Report of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

Cheung Chan Teng (CS2, Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if he could be granted to report Orientation Programme 2012 - Orientation Camp.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Cheung Chan Teng (CS2, Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported Orientation Programme 2012 - Orientation Camp.

Cheung Chan Teng (CS2, Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if he could be granted to report Orientation Programme 2012 - Orientation Camp.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Cheung Chan Teng (CS2, Internal Vice-chairperson and Acting Internal General Secretary of CSA,



ENS, HKUSU, Session 2012 – 2013) reported Orientation Programme 2012 - Orientation Camp.

At 02:37, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 22.

Motion that: "To suspend meeting for 10 minutes"

Proposer: Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 02:40, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that the Meeting would be suspended until 02:50, 2nd March 2013 (Saturday).

At 02:50, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that the Meeting was resumed.

Lau Kam Lun (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Orientation Programme 2012 - Orientation Camp.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Yuen Chi Leung (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the arrangement of the event should be considered more carefully. Besides, he commented that the orientation camp could not meet the pre-defined goals and aims.



Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the orientation camp was the main event in the whole orientation programme and there were big problems in the planning of human resources.

Tang Chun Hin (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the mistakes made could not be fixed already, therefore, the reflections were more important.

Yuen Chi Leung (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the Members have the largest rights to speak and give comments, and Ex-Co should consider the member more.

Wong Wai Ling (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that she appreciated the efforts that Ex-Co made and hope that the experiences that gained will be useful for all.

Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if he could be granted to report Orientation Programme 2012 - Registration Day I and Orientation Programme 2012 - Registration Day II.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported Orientation Programme 2012 - Registration Day I and Orientation Programme 2012 - Registration Day II.

Tang Chun Hin (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Orientation Programme 2012 - Registration Day I and Orientation Programme 2012 - Registration Day II.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports



Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Tang Chun Hin (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the event was not satisfactory and worse than the past. The arrangement and guideline for helper were poor.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the simple and crude are very similar. The design of the booth is way too simple and not attractive. Ex-Co was doing other stuff inside the booth which was like the end of event.

Yuen Chi Leung (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the publications were not attractive. The design of the booth should be better. Ex-Co and helpers were not actively participated. Besides, the strategies were not good and the information provided were not attractive at all. The rules of the event should be discussed before the event with other association and within Ex-Co. Ex-Co should not expect freshman will automatically register for the Orientation Camp.

At 04:08, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 23.

Motion that: "To amend 'Professor B.C.M Kao (Deputy Head (Academic))' to 'Professor Benjamin C.M. Kao (Deputy Head of the Department of Computer Science)' in P.169 of Annual Report of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 04:08, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 24.



Motion that: "To amend '120' to 'Around 120' in P.174 of Annual Report of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 04:09, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 25.

Motion that: "To add ' Helpers:

- Chan Yiu Keung (CS2)
- Cheung Chun Yuen (CS2)
- Hung Chun Ka (CS2)
- Ng Siu Lung (CS2)
- See Kwan Hon Brian (CS2)
- Wong Chiu Kwan (CS2)'

between 'Number of Participants' and 'Rundown' in P.174 of Annual Report of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if he could be granted to report Mixer (Semester 1, 2012 – 2013).



Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported Mixer (Semester 1, 2012 – 2013).

At 04:17, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that the authority of Meeting Chairperson would be transferred to Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013).

At 04:17, 2nd March 2013 (Saturday), Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Lau Kam Lun (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Mixer (Semester 1, 2012 – 2013).

Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that he expected the number of participants was larger as there were more students and freshman. The publication of the event was important. Besides, He commented that the choice of the time and date was good. However, the dessert was disappointed.

Wong Wai Ling (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the overall performance was satisfactory though there were minor mistakes. Although she did not



participated in Mixer, she felt this event was a successful one.

Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if she could be granted to report 3 on 3 Basketball Competition.

Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported 3 on 3 Basketball Competition.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on 3 on 3 Basketball Competition.

Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the number of participants were not satisfactory. And most of the participants were not full member. Ex-Co should try to encourage more full members to participate. Besides, he appreciated the bilingual rules provided. Also, he suggested the result of the competition should be posted in the website and Facebook.

Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if she could be granted to report Superpass Day (Semester 1, 2012 – 2013).

Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External



General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported Superpass Day (Semester 1, 2012 – 2013).

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Superpass Day (Semester 1, 2012 – 2013).

Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the promotion of the events were not satisfactory. However, the overall performance was satisfactory.

Wong Mei Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the comments should be given by participants since their feelings may be different from Ex-Co. The venue should not be limited only near school. The environment and quality of food were also important.

Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if she could be granted to report Welfare Week.

Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported Welfare Week.

At 05:33, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Lam Chun Wai (CS2, External



Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that he had received Motion 26.

Motion that: "To add ' Number of Participants:

Around 150'

between 'Details:' and 'Evaluations:' in P.180 of Annual Report of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Welfare Week.

Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the Welfare Week was a great success. However, the human resources should be handled more carefully. The lucky draw arrangement was satisfactory as well. Besides, the counter should be cleaner and should not be too messy. Besides, there should be more promotion on the items.

Lau Kam Lun (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that Ex-Co should be more active to promote and sell the items. Besides, more efforts can be put in the decoration of the counter.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Annual Functional Report.



Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the report was disappointed as there were too many amendments. Besides, the consistency of the report should be maintained throughout the whole report. The functions did not have big changes comparing to the original plan and the functions provided were satisfactory.

Tsz Shing Chi (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the amendments made during the meeting should be uploaded to the website afterward.

At 05:44, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that he had received Motion 27.

- Motion that: "To receive and adopt the amended Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"
- Proposer: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)
- Seconder: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 05:45, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that he had received Motion 28.

- Motion that: "To move to the agenda 9: To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"
- Proposer: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)
- Seconder: Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA,



ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

9. To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013

Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if she could be granted to report Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013.

Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on item sales.

Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the general welfare provided were not satisfactory. The item for sales should be provided for not only one semester. However, he was glad to see that all of the new association t-shirt were sold. Besides, the promotion was not enough.

Lau Kam Lun (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the



accumulation of the old product is a trouble. Ex-Co should think of a way to reduce this issue. Besides, the products may become old and broken after a long while.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the association paper may not be as white as before if the paper is not stored properly. Ex-Co should aware of this problem.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on general welfare.

Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the general welfare provided were not satisfactory, especially for those provided throughout the year. The overall performance was satisfactory for some of the welfare.

Lau Kam Lun (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the overall performance were satisfactory.

At 07:26, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that he had received Motion 29.

Motion that: "To amend 'Leung Kin Ming (Graduate)' to 'Leung Kon Ming (Graduate)' in P.183 of Annual Report of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.



Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Association Football Team.

Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Lau Kam Lun (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that Ex-Co may actively organise football match with other association or society. Besides, Ex-Co should encourage more members to participant in the team. The number of practice was not enough in this year.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that Ex-Co should provide some water for the team member during practices or matches.

Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if she could be granted to report Marketing Activities in Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013.

Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported Marketing Activities in Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013.



At 07:37, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that the authority of Meeting Chairperson would be transferred to Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013).

At 07:38, 2nd March 2013 (Saturday), Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Marketing Activities in Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the overall performance was satisfactory.

Lau Kam Lun (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the overall performance was satisfactory.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Welfare and Service Report.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports



Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the overall performance was satisfactory. However, there should be a letter or email to member to explain the issues of the newsletter or missing items.

Tang Chun Hin (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the newsletter was not satisfactory. Ex-Co should be more responsible for that.

Lau Kam Lun (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the overall welfare provided was satisfactory.

At 08:05, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 30.

- Motion that: "To receive and adopt the amended Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"
- Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)
- Seconder: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 08:05, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 31.

- Motion that: "To move to the agenda 10: To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"
- Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)
- Seconder: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary



of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

10. To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013

Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if he could be granted to report the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013.

At 08:59, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that the authority of Meeting Chairperson would be transferred Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013).

At 08:59, 2nd March 2013 (Saturday), Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting



Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on External Affair Report.

Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the membership fee collected from Engineering Society should be checked carefully and handled carefully. Ex-Co should also beware of the consequences of the action taken.

Yuen Chi Leung (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that Ex-Co should corporate with other association and response to incidents immediately. Besides, he also commented different person should take up different responsibility to share the work load and maintain good relationship with other association and society.

Tang Chun Hin (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that they understood the council was of a bit messy and out of control. He hoped that it will not affect the next council. Besides, council is a must to corporate and coordinates different issues between associations and society. Issue should be raised in council first.

At 09:30, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 32.

Motion that: "To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.



At 09:31, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 33.

Motion that: "To move to the agenda 11: To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

11. To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013

Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) asked Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if he could be granted to report the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013.

Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) reported the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Annual Financial Report.



Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the Orientation Camp were not success since it used the entire membership fee collected in last year. The presentation of the report was not clear enough. The price of the item should be considered more carefully. Besides, the fee for poster should not be saved since it represents the image of Association.

Yuen Chi Leung (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that Ex-Co should save money on appropriate items but not all.

Wong Wai Ling (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that Ex-Co did not save anything throughout the year and seemed to be not care about the money. She was disappointed.

At 10:19, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 34.

Motion that: "To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"

Proposer: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 10:20, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 35.

Motion that: "To move to the agendum 12: To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society,



HKUSU, Session 2013 – 2014"

Proposer: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

12. To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014

Fung Chin Pan (CS1, Financial Secretary-elect of CSA, ENS, HKUSU, Session 2013 – 2014) asked Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if he could be granted to present the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014.

Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Fung Chin Pan (CS1, Financial Secretary-elect of CSA, ENS, HKUSU, Session 2013 – 2014) presented the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) asked Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) if the attendees could be granted overall comments on Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014.

Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the



report was satisfactory and hoped that the budget will be followed in the coming year. Besides, he hoped that the next cabinet will not waste money and try to save more money.

Yuen Chi Leung (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the budget is always good while the reality is cruel. The money should be used in the appropriate stuffs and places.

Wong Wai Ling (CS graduate, Associate Member of CSA, ENS, HKUSU) commented that the report will be a positive number as the budget.

At 10:36, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 36.

Motion that: "To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014"

Proposer: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

At 10:37, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 37.

Motion that: "Move to the agenda 13: To elect the Honorary Members, if any"

Proposer: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.



13. To elect the Honorary Members, if any

Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced no people were recommended by the Ex-Co to be Honorary Members in Session 2012 – 2013.

At 10:38, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 38.

Motion that: "To move to the agenda 14: To amend the Constitution, if any"

Proposer: Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

14. To amend the Constitution, if any

Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced there were no amendments on the Constitution in Session 2012 – 2013.

At 10:39, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that she had received Motion 39.

Motion that: "Move to the agenda 15: Any Other Business"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.



15. Any Other Business

At 10:40, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that the authority of Meeting Chairperson would be transferred to Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013).

At 10:40, 2nd March 2013 (Saturday), Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (Fung Ying Wa (CS2, Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

At 10:40, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that he had received Motion 40.

Motion that: "To Disappoint Mr. Lee Man Yin (UID: 3035013032) for his unsatisfactory performance as a Chairperson and an acting Publication and Publicity Secretary"

Proposer: Leung Chun Ho (CS3, Full Member of CSA, ENS, HKUSU)

Seconder: Cheng Ka Chun (CS3, Full Member of CSA, ENS, HKUSU)

Proposer (Leung Chun Ho (CS3, Full Member of CSA, ENS, HKUSU)) commented on Lee Man Yin's performance.

Resolution: No Discussion, No Objection, Motion **Carried**.

At 11:50, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that he had received Motion 41.

Motion that: "To thank Mr. Cheung Chung Wa (UID: 3035011345) as the returning officer"

Proposer: Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA,



ENS, HKUSU, Session 2012 – 2013)

Seconders: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Proposer (Szeto Wing Yan (CS2, Welfare Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) thanked Mr. Cheung Chung Wa as the returning officer.

Seconders (Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) thanked Mr. Cheung Chung Wa as the returning officer.

Resolution: No Discussion, No Objection, Motion **Carried**.

At 11:53, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that he had received Motion 42.

Motion that: "To thank all office bearers of CSA, ENS, HKUSU, Session 2012 – 2013 for their effort"

Proposer: Leung Chun Ho (CS3, Full Member of CSA, ENS, HKUSU)

Seconders: Cheng Ka Chun (CS3, Full Member of CSA, ENS, HKUSU)

Proposer (Leung Chun Ho (CS3, Full Member of CSA, ENS, HKUSU)) thanked all office bearers of CSA, ENS, HKUSU, Session 2012 – 2013 for their effort.

Seconders (Cheng Ka Chun (CS3, Full Member of CSA, ENS, HKUSU)) thanked all office bearers of CSA, ENS, HKUSU, Session 2012 – 2013 for their effort.

Resolution: No Discussion, No Objection, Motion **Carried**.

At 11:55, 2nd March 2013 (Saturday), Acting Meeting Chairperson (Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that the authority of Meeting Chairperson would be transferred to Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013).



At 11:55, 2nd March 2013 (Saturday), Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) approved.

At 11:56, 2nd March 2013 (Saturday), Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that he had received Motion 43.

Motion that: "Move to the agenda 16: Adjournment"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.

16. Adjournment

At 11:57, 2nd March 2013 (Saturday), Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that he had received Motion 44.

Motion that: "To adjourn the Meeting"

Proposer: Wu Ying Kit (CS2, Financial Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Seconder: Lam Chun Wai (CS2, External Vice-chairperson and Acting External General Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)

Resolution: No Discussion, No Objection, Motion **Carried**.



At 11:57, 2nd March 2013 (Saturday), Meeting Chairperson (Lee Man Yin (CS2, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012 – 2013)) announced that the Meeting was adjourned.

Prepared by,

Cheung Chan Teng, Kaka
Internal Vice-chairperson
Acting Internal General Secretary
Computer Science Association,
Engineering Society, HKUSU,
Session 2012 – 2013

Approved by,

Lee Man Yin, MY
Chairperson
Acting Publication and Publicity Secretary
Computer Science Association,
Engineering Society, HKUSU,
Session 2012 – 2013



6. Nomination of Candidates for the Election of Office Bearers of Computer Science Association, Engineering Society, HKUSU, Session 2014 – 2015

Nomination Period:

10:00, 24th January 2014 (Friday) to 18:00, 18th February 2014 (Tuesday)

Lists of Nominations:

CSpirit

The proposed cabinet of Computer Science Association, Engineering Society, HKUSU, Session 2014 – 2015

Office Bearers	Candidates	Proposer	Seconders
Proposed Chairperson	CHAN Ho Wah David [BEng 1]	NG Tsz Ho [BEng(CompSc) 2]	LEE Man Yin [BEng(CompSc) 3]
Proposed Internal Vice-chairperson	TAM Chi Ho Jerry [BEng 1]	LOW Hau Sum [BEng(CompSc) 2]	CHEUNG Chan Teng [BEng(CompSc) 3]
Proposed External Vice-chairperson	NG Yee Ling Corrina [BEng(CompSc) 2]	CHENG Ting Yuk [BEng(CompSc) 2]	LAM Chun Wai [BEng(CompSc) 3]
Proposed Internal General Secretary	NIP Chi Fung Terry [BEng 1]	WONG Man Wai [BEng(CompSc) 2]	CHEUNG Chan Teng [BEng(CompSc) 3]
Proposed Financial Secretary	CHAU Shing Yi Sabrina [BEng 1]	FUNG Chin Pan [BEng(CompSc) 2]	WU Ying Kit [BEng(CompSc) 3]
Proposed Publication and Publicity Secretary	Lam Wan Yiu Enid [BEng 1]	LEE Jin Man [BEng(CompSc) 2]	LEE Man Yin [BEng(CompSc) 3]
Proposed Welfare Secretary	JIANG Ling Jane [BEng(CompSc) 2]	SIT Chiu Ki [BEng(CompSc) 2]	FUNG Ying Wa [BEng(CompSc) 3]



7. Reports of Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014

7.1 General Report

Office Bearers:

The office bearers of the executive committee of CSA, ENS, HKUSU, Session 2013 – 2014, were elected by general polling. The office bearers were as follows:

Chairperson	NG Tsz Ho
Internal Vice-chairperson	LOW Hau Sum
External Vice-chairperson	CHENG Ting Yuk
Internal General Secretary	WONG Man Wai
Financial Secretary	FUNG Chin Pan
Publication and Publicity Secretary	LEE Jin Man
Social Secretary	PENG Bo Ya
Information Secretary	SIT Chiu Ki

Session:

The 19th session of the executive committee commenced on 2nd March, 2013 and will be terminated at the end of the Annual General Meeting of CSA, ENS, HKUSU, Session 2013 – 2014.

Members:

CSA, ENS, HKUSU now has 107 Full Members and 45 Associate Members. The number of Full Members in each class is as follows:

BEng 1	6
CS2 (4-year curriculum)	25
CS2 (3-year curriculum)	23
CS3	53

Meetings:

During session 2013 – 2014, there were 28 executive committee meetings.



Resources Granted:

Several resources had been granted to CSA, ENS, HKUSU:

- The Department
 - ♦ 1 association room in LG104, Composite Building, The University of Hong Kong
 - ♦ 1 cupboard
 - ♦ 1 departmental account
 - Email: csa@cs.hku.hk
 - Website: <http://i.cs.hku.hk/~csa>
 - ♦ 1 mailbox (Mailbox 39, 3/F, Chow Yei Ching Building, The University of Hong Kong)
 - ♦ 1 newsgroup (news://news.cs.hku.hk/hku.cs.csa)
 - ♦ 1 table
 - ♦ 1 telephone (2219 4133)
 - ♦ 2 steel cabinets
 - ♦ 4 shelves
 - ♦ 6 chairs
 - ♦ The Association Board along the corridor 3/F, Haking Wong Building, The University of Hong Kong
- HKUSU:
 - ♦ 1 mailbox (Mailbox behind General Office, UG1/F, Composite Building, The University of Hong Kong)



7.2 Annual Functional Report

7.2.1 Report on Inauguration Ceremony

Person in Charge:

LEE Jin Man

Publication and Publicity Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

The Inauguration Ceremony was a formal function that introduced the 18th Ex-Co to the participants. It also signified the commencement of the new session of the Association.

Aims:

- To build up good relationship with participants
- To introduce the 18th Ex-Co to the participants

Date:

27th March, 2013 (Wednesday)

Time:

19:00 – 21:30

Venue:

T4, Meng Wah Complex, The University of Hong Kong

Resources borrowed:

- Tables from the Department
- Chairs from the Department
- Trolley from the Department
- Name pads from Engineering Society, HKUSU
- Corsages from Engineering Society, HKUSU
- Corsages from Electrical and Electronic Engineering Association, Engineering Society, HKUSU
- Mic stands (Floor Type) from Learning Environment Services, The University of Hong Kong
- Buffer stove from Science Society, HKUSU



- Food tongs from Science Society, HKUSU

Details:

- A reception counter was set up outside T4, Meng Wah Complex, The University of Hong Kong to serve the coming guests.
- A signature book was prepared for guests to sign.
- Cocktail was provided at the area outside T4, Meng Wah Complex, The University of Hong Kong.
- Refreshment was provided to serve the participants.
- Souvenirs were given to guests.

Number of participants:

Around 70

Guests:

- Ir. Prof. K.K. Choy (President of the Hong Kong Institution of Engineers)
- Dr. Anthony T.C. Tam (Academic Advisor of the Department)
- Mr. Alex M.C. Hung (CEO of Crossover International Co.Ltd.)
- Mr. M.Y. Lee (Chairperson of CSA, ENS, HKUSU Session 2012 – 2013)
- Ms. Charlotte Chan (GreySpark Partners (HK) Limited)
- Representatives of Civil Engineering Society, Engineering Society, HKUSU
- Representatives of Computer Science Society, City University of Hong Kong Students' Union
- Representatives of Electrical and Electronic Engineering Association, Engineering Society, HKUSU
- Representatives of Engineering Society, Hong Kong University Students' Union
- Representatives of Industrial Engineering Association, Engineering Society, Hong Kong University Students' Union
- Representatives of Hong Kong Baptist University Computer Science Society
- Representatives of Information Systems Association, Business and Economics Association, Hong Kong University Students' Union
- Representatives of Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union
- Representatives of Medical Engineering Society, Engineering Society, Hong Kong University Students' Union
- Representatives of The Open University of Hong Kong the Student Society of Computing



- The 16th Ex-Co
- The 17th Ex-Co
- The Members

Masters of Ceremony:

- Mok Ka Hei (CS1)
- Cheung Ting (LLB 1)

Helpers:

- Tso Hei Lok (CS1)
- Cheng Man Fung Kevin (CS1)
- Lau Tak Ming (CS1)
- Lam Tak Chung (CS1)
- Cheng Ka Chun (CS3)
- Leung Chun Ho (CS3)
- Wong Man Chun (BEng 1)
- Ching Wai Hin (BEng 1)
- Lam Ka Man (BEng(CivE) 1)
- Lam Elaine Jennifer (BEng(CivE) 1)
- Chung Ho Ching (BEng(CivE) 1)
- Cheng Chi Yan (BSc 1)
- Chan Siu Wai (BSc 1)
- Ng Ka Lok (BSc 1)
- Poon King Sing (BSc 1)
- Hang Yin Poon (BA 1)
- Mak Wing Ki (BA 1)
- Li Wai Yuk (BNurs 1)
- Ting Yuk Kwan (BNurs 1)
- Wong Pui Yan (BNurs 1)
- Ma Shun Ying (LLB 1)
- Wong Vincent Yin Hang (BChinMed 1)

Rundown:

- | | |
|---------------|---|
| 19:00 – 19:45 | Cocktail, distribution of souvenirs to representatives of associations/societies and photo taking |
| 19:45 – 19:50 | Entry |



19:50 – 19:55	Opening Ceremony
19:55 – 20:00	Speech by Ir. Prof. K.K. Choy
20:00 – 20:05	Speech by Mr. Alex M.C. Hung
20:05 – 20:10	Speech by Mr. M.Y. Lee (Chairperson of the Association, Session 2012 – 2013)
20:10 – 20:15	Handover Ceremony
20:15 – 20:20	Oath
20:20 – 20:25	Speech by Mr. T.H. Ng (Chairperson of the Association, Session 2013 – 2014)
20:25 – 20:30	Presentation of Souvenirs and Photo Taking
20:30 – 21:30	Refreshment

Evaluations:

- Preparation:
 - ♦ The number of road guides posted around the campus was not enough. It was recommended to post more road guides around the campus in order to let participants clearly know the route to the venue.
 - ♦ It was recommended to give a very short briefing to helpers before the start of the ceremony. In case that some helpers did not attend any briefings before, it was recommended to deliver printed materials about all helpers work.
- Rundown:
 - ♦ Some speeches were too long. The theme and duration of speeches should be given to the speakers clearly before the start of the ceremony.
 - ♦ A technical problem happened when Mr. Alex M. C. Hung was going to give his speech. The technical equipment should be checked thoroughly before the inauguration ceremony.
- Post-Activity
 - ♦ There were too many materials needed to pack after refreshment. It was recommended to organise the packing process for refreshment or start the packing process early.



7.2.2 Report on Mixer (Semester 2, 2012 – 2013)

Person in Charge:

FUNG Chin Pan

Financial Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Mixer (Semester 2, 2012 – 2013) was organised to enhance the relationship between the staff and the students of the Department. Mixer was a buffet-like lunch gathering. It provided an invaluable opportunity for the staff of the Department to communicate with the students of the Department.

Aims:

- To facilitate communication between the staff and the students of the Department
- To provide an opportunity for the students to know more about the Department
- To make the students more acquainted with each other
- To introduce the Department to the Freshmen

Date:

2nd April, 2013 (Tuesday)

Time:

13:35 – 15:15

Venue:

G/F, Union Building, The University of Hong Kong

Resources Borrowed:

- Easy stand from the Department
- Examination table for holding prizes from the Department
- Long tables from the Department
- Microphone from the Technical Office
- Public Address System (Portable Type) from the Learning Environment Services, The University of Hong Kong



Details:

- The start time was delayed for 5 minutes.
- Prize Presentation Ceremony of Teaching Excellence Award of 2011 – 2012, Best Tutor Excellence Awards of 2011 – 2012 and Entrance Scholarship in Computer Science 2012 – 2013 was held.
- 29 trays of refreshment were provided to serve the participants.
- 17 bottles of drink were provided to serve the participants.

Number of Participants:

Around 80

Helpers:

- Cheung Man Fung (CS1)
- Chow Tsz Wun (CS1)
- Tso Hei Lok (CS1)

Rundown:

13:35 – 13:40	Speech by the Deputy Head of Department of the Department
13:40 – 13:45	Speech by the Chairperson of the Association (Session 2013 – 2014)
13:45 – 13:50	Prize Presentation Ceremony of Teaching Excellence Award 2011 – 2012 and Best Tutor Awards 2011 – 2012
13:50 – 13:55	Prize Presentation Ceremony of Entrance Scholarship in Computer Science 2012 – 2013
13:55 – 14:00	Photo taking
14:00 – 15:15	Refreshment

Evaluations:

- Preparation:
 - ♦ The time spent on setting up the venue was satisfactory.
- Rundown:
 - ♦ The number of participants was not satisfactory. It was recommended to promote the function more to the Freshmen.
 - ♦ The venue was large enough for all the participants.
 - ♦ The food was served in a satisfied speed.
 - ♦ The types of food and quantity of food were satisfactory.
 - ♦ Utensils were enough.



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- Post-activity:
 - ♦ The time spent on packing and cleaning was satisfactory.



7.2.3 Report on Superpass Day (Semester 2, 2012 – 2013)

Person in Charge:

PENG Bo Ya

Social Secretary and Acting Sports Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Superpass Day included Superpass Fai-chun Writing and Superpass Dinner. It is believed that students will get excellent grades in the examination after Fai-chun Writing and dinner. The Fai-chun Writing was free of charge, and the Fai-chun could be taken away by the participants.

Aims:

- To foster communication and friendship among the participants
- To provide an opportunity for the participants to experience the Superpass traditions of the University

Date:

26th April, 2013 (Friday)

Time:

13:00 – 21:30

Venues:

- Superpass Fai-chun Writing:
 - ♦ Counter outside Room 311, Haking Wong Building, The University of Hong Kong
- Superpass Dinner:
 - ♦ 濠記, Shek Tong Tsui Market Cooked Food Centre, 2/F, Shek Tong Tsui Municipal Services Building, 470 Queen's Road West, Shek Tong Tsui, Hong Kong

Resources Borrowed:

- Cleaver and cutting board from 濠記
- Tables from the Department

Details:



- A board was provided for posting up the Fai-chun.
- Superpass Fai-chun Writing was free of charge.
- Fai-chun could be taken away.
- The assembling venue for Superpass Dinner was outside Room 311, Haking Wong Building, The University of Hong Kong.
- Some of the participants registered at the restaurant before the dinner.

Fee:

HK\$60 per participant

Number of Participants:

34

Rundown:

13:00 – 18:00	Hosting counter outside Room 311, Haking Wong Building, The University of Hong Kong
18:00 – 18:45	Assembling participants outside Room 311, Haking Wong Building, The University of Hong Kong
18:45 – 19:15	Leading the participants to the restaurant
19:15 – 19:45	Chopping of roasted pig
19:45 – 20:00	Photo taking
20:00 – 20:15	Introduction of Superpass traditions of the University
20:15 – 21:15	Cheer and dinner
21:15 – 21:30	Distribution of red packets

Helpers:

- Cheung Chun Yuen (CS2)
- Chan Chun Kit (CS3)

Evaluations:

- Preparation:
 - ♦ Food tasting was done before choosing the restaurant.
 - ♦ Posters were prepared on time.
- Rundown:
 - ♦ There were enough red papers for writing Fai-chun.
 - ♦ The quality of some of the red papers was not satisfactory.



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- ♦ Few participants interested in writing Fai-chun.
- ♦ The assembling time was too long.
- ♦ The food was ready on time that it was ready just after chopping of roasted pig was finished.
- ♦ The amount of food was enough for participants.



7.2.4 Report on Orientation Programme 2013 – Registration Day

Person in Charge:

CHENG Ting Yuk

External Vice-chairperson

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Orientation Programme 2013 – Registration Day gave information to the Freshmen about the Department, the Association and the curriculum of Computer Science of the University. Besides, it helped the promotion of the Orientation Programme 2013 – Orientation Camp to the Freshmen and provided a chance for the Freshmen to register for the Orientation Programme 2013 – Orientation Camp.

Aims:

- To welcome the Freshmen
- To introduce the Department, the Association and the curriculum of Computer Science of the University
- To promote the Orientation Programme 2013 – Orientation Camp to the Freshmen

Date:

15th August, 2013 (Thursday)

Time:

09:30 – 18:30

Venue:

HW231, Haking Wong Building, The University of Hong Kong

Resources Borrowed:

- Computer display from Technical Office of the Department
- Information boards from Technical Office of the Department

Details:

- 3 current Ex-Co and 1 helper were sent to HKUSU and Engineering Society, HKUSU as



central helpers.

- 3 to 5 current Ex-Co and 2 to 4 helpers helped at the counter during all day.
- A booklet, iZone, which included the information about the Association, the Department and Orientation Programme 2013 – Orientation Camp was distributed to the Freshmen.
- A booth was set up at HW231, Haking Wong Building, The University of Hong Kong.
- Payment invoices were written by Ex-Co. Registration of Orientation Programme 2013 – Orientation Camp was done on a website by notebook computers.
- The computer display borrowed from Technical Office of the Department was used to display some photos and video of the past events of the Association.
- The information boards borrowed from Technical Office of the Department was used to be the background of the booth and introduced the information of the curriculum of Computer Science of the University to the Freshmen.

Number of Participants:

Around 300

Helpers:

- Cheung Kai Chiu (CS1)
- Kwok Hon Yin (CS3)
- Wong Kei Woon Angel (CS3)
- Wong Mei Wa (CS graduate)
- Mak Amanda Yee Ting (BEng 1)

Evaluations:

- Preparation:
 - ♦ Display panels should be borrowed earlier.
 - ♦ Preparation work for publications and all others materials should be done earlier.
- Rundown:
 - ♦ A colorful cover of iZone could help attracting the Freshmen.
 - ♦ The utilization of information technologies, like digital registration, impressed many of the Freshmen.
 - ♦ Video was useful to attract the Freshmen.
 - ♦ Use of computers speeded up the registration process.
 - ♦ iZone was a helpful guide for the Freshmen.
 - ♦ Academic information is more attractive to the Freshmen.
- Post-activity:



- ◆ Online registration was available after the function for the registration of Orientation Programme 2013 – Orientation Camp.
- ◆ The help from the Department was sought to put a link on the Department's website to the webpage for registration of Orientation Programme 2013 – Orientation Camp.
- ◆ More ideas should be focused on emphasizing the image of Computer Science on the booth.
- ◆ The computer display borrowed from Technical Office of the Department could have other use instead of displaying photos and video.
- ◆ Using HW231, Haking Wong Building, The University of Hong Kong again as the venue of Orientation Programme 2013 – Registration Day was not recommended.
- ◆ Some resources used to decorate the booth could be reused.



7.2.5 Report on Orientation Programme 2013 – Orientation Day

Person in Charge:

WONG Man Wai

Internal General Secretary and Acting External General Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Orientation Programme 2013 – Orientation Day included Campus Orienteering, mass games and Campus Ghost Story Tour, which gave a chance for the Freshmen to familiarise with the University campus and met new friends. Also, it promoted and introduced the Orientation Programme 2013 – Orientation Camp.

Aims:

- To provide a chance for the Freshmen to know each other and the current students
- To provide a chance for the Freshmen to know more about the Department, the Association and the University campus
- To help the Freshmen to adapt to the new life and culture of the University
- To introduce the curriculum of Computer Science of the University to the Freshmen
- To promote and introduce the Orientation Programme 2013 – Orientation Camp to the Freshmen

Date:

N/A

Time:

N/A

Venue:

N/A

Detail:

The Orientation Programme 2013 – Orientation Day was cancelled because there was time clash between the Orientation Programme 2013 – Orientation Day and the Orientation Camp of Engineering Society, HKUSU, which was held on 17th August, 2013 – 19th August, 2013.



7.2.6 Report on Orientation Programme 2013 – Orientation Camp

Person in Charge:

LOW Hau Sum

Internal Vice-chairperson and Acting Welfare Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Orientation Programme 2013 – Orientation Camp was designed to help the Freshmen make friends with each other and build up friendships through different tasks and games. It also helped them understand the department and the Association better and gave them an opportunity to adapt to the new life and culture of the University.

Aims:

- To provide a chance for the Freshmen to know each other and the current students
- To provide a chance for the Freshmen to know more about the Department
- To help the Freshmen to adapt to the new life and culture of the University
- To introduce the curriculum of Computer Science of the University to the Freshmen

Dates:

20th August, 2013 (Tuesday) – 22nd August, 2013 (Thursday)

Time:

09:00 (20th August, 2013) – 12:30 (22nd August, 2013)

Venues:

- Gathering venue:
 - ♦ LE2, Library Extension Building, The University of Hong Kong
- Campsite:
 - ♦ Lei Yue Mun Park and Holiday Village
- Beach games venue:
 - ♦ Turtle Cove Beach
- Campfire site:
 - ♦ Lei Yue Mun Park and Holiday Village



Theme:

Networking

Fee:

- HK\$250 per participant (for Current Ex-Co and Helper)
- HK\$480 per participant (for the Freshmen)

Number of participants:

- 37 in total
 - ♦ Central Helpers: 3
 - ♦ Current Ex-Co: 8
 - ♦ Group Helpers: 3
 - ♦ Group Leaders: 6
 - ♦ Spies: 3
 - ♦ The Freshmen: 14

Guest:

- Dr. Anthony T.C. Tam (Academic Advisor of the Department)

Group Leaders:

- Leung Kin Ning (CS1)
- Cheung Kai Chiu (CS1)
- Lui Fei Yeung (CS1)
- Mak Amanda Yee Ting (BEng 1)
- Cheng Ting Yuk (BEng 1)
- Chan Tsing Yun (BEng(EngSc) 1)

Group Helpers:

- Chow Ka Hei (CS1)
- Lam Chung Fan (CS1)
- Kwok Hon Yin (CS3)

Central Helpers:

- Cheng Man Fung (CS1)
- Chow Tsz Wun (CS1)
- Lam Tak Chung (CS1)



Spies:

- Leung Ming Tak (CS1)
- Tso Hei Lok (CS1)
- Wong Man Chun (BEng 1)

Groups:

- 芒果奶西向鯉魚門出發一於咁話
- 我地玩得起，輸唔起
- 進擊的店小二

Rundown:

20th August, 2013 (Tuesday)

09:00 – 10:00	Gathering
10:00 – 10:05	Briefing of Orientation Programme 2013 - Orientation Camp
10:05 – 10:10	Speech by the Dr. Anthony T.C. Tam of the Department
10:10 – 10:15	Speech by the Chairperson of the Association
10:15 – 10:45	Ice-breaking games
10:45 – 11:15	Discussion of group names
11:15 – 17:30	Hong Kong Orienteering
17:30 – 18:30	Settle down
18:30 – 19:30	Dinner
19:30 – 20:00	CS cheers teaching
20:00 – 22:00	Mass games
22:00 – 00:00	Room games

21st August, 2013 (Wednesday)

07:30 – 08:15	Morning call
08:15 – 09:00	Breakfast
09:00 – 12:00	Detective game
12:00 – 13:00	Lunch
13:00 – 13:45	Travelling to the beach
13:45 – 16:45	Beach games
16:45 – 17:45	Revelation of Spy
17:45 – 18:30	Travelling back to campsite
18:30 – 19:30	Dinner
19:30 – 21:00	Campfire



21:00 – 23:00 Room games

22nd August, 2013 (Thursday)

07:30 – 08:15	Morning call
08:15 – 09:00	Breakfast
09:00 – 09:20	CS cheers demonstration
09:20 – 09:40	Voting
09:40 – 09:50	Time for the past Ex-Co
09:50 – 10:00	Announcement of voting result and prize giving
10:00 – 10:10	Photo taking
10:10 – 12:30	Message leaving

Result:

- Champion: 進擊的店小二

Evaluations:

- Preparation:
 - ♦ The Freshmen should be asked to come to LE2 on time.
 - ♦ LE2 should be booked for longer duration.
 - ♦ Campfire site should be booked earlier.
- Rundown:
 - ♦ Day 1:
 - The name of one of the groups was too long, it was suggested to have a shorter name.
 - Some tasks were too different to complete. They should be cancelled.
 - The distance between hostel and canteen was too long, more time should be given to the Freshmen to settle down.
 - The Freshmen were willing to learn CS cheers.
 - The atmosphere of mass games was good.
 - ♦ Day 2:
 - The time for detective game was not enough, it was suggested to reveal the story on the bus if running short of time.
 - Most of the groups got the answer of detective game, it was suggested that a more complicated situation could be used in detective game.
 - The environment of beach games were unsatisfactory due to drizzle.
 - The campfire session was delayed as there were other people using the basketball



court at the beginning.

- The effect of fake campfire was unsatisfactory.
- ♦ Day 3:
 - CS cheers demonstration was satisfactory.
 - The time for message leaving was enough.
 - The atmosphere of message leaving was satisfactory.



7.2.7 Report on Mixer (Semester 1, 2013 – 2014)

Person in Charge:

FUNG Chin Pan

Financial Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Mixer (Semester 1, 2013 – 2014) was organised to enhance the relationship between the staff and the students of the Department. Mixer was a buffet-like lunch gathering. It provided an invaluable opportunity for the staff of the Department to communicate with the students of the Department.

Aims:

- To facilitate communication between the staff and the students of the Department
- To provide an opportunity for the students to know more about the Department
- To make the students more acquainted with each other
- To introduce the Department to the Freshmen

Date:

3rd October, 2013 (Thursday)

Time:

13:35 – 15:10

Venue:

Area outside the Union Restaurant (SU Canteen), The University of Hong Kong

Resources Borrowed:

- Easy stand from the Department
- Examination tables for holding prizes from the Department
- Long tables from the Department
- Microphone from the Technical Office
- Public Address System (Portable Type) from the Technical Office

Details:



- The start time was delayed for 5 minutes.
- Prize Presentation Ceremony of Entrance Scholarship in Computer Science 2012 – 2013 was held.
- 27 trays of refreshment were provided to serve the participants.
- 28 bottles of drink were provided to serve the participants.

Number of Participants:

Around 80

Helpers:

- Cheung Man Fung (CS2 (3-year curriculum))
- Tso Hei Lok (CS2 (3-year curriculum))
- Wong Man Chun (CS2 (4-year curriculum))

Rundown:

13:35 – 13:40	Speech by the Head of Department of the Department
13:40 – 13:45	Speech by the Chairperson of the Association (Session 2013 – 2014)
13:45 – 13:50	Prize Presentation Ceremony of Entrance Scholarship in Computer Science 2012 – 2013
13:50 – 14:55	Photo taking
14:55 – 15:10	Refreshment

Evaluations:

- Preparation:
 - ♦ The time spent on setting up the venue was satisfactory.
- Rundown:
 - ♦ The number of participants was not satisfactory. It was recommended to promote the function more to the Freshmen.
 - ♦ The venue was large enough for all the participants.
 - ♦ The food was served in a satisfied speed.
 - ♦ The types of food were satisfactory. It was recommended to have smaller quantity of food.
 - ♦ Utensils were enough.
- Post-activity:
 - ♦ The time spent on packing and cleaning was satisfactory.



7.2.8 Report on Annual Dinner

Person in Charge:

NG Tsz Ho

Chairperson

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Annual Dinner was one of the most formal occasions of the Association among all. It was organised by the Organising Committee of Annual Dinner, which may include the Freshmen. All the Members, the Freshmen and alumni were welcome to participate in this function.

Aims:

- To promote friendship and communication among the participants
- To provide an opportunity for the participants to understand more about their future career by the sharing of some graduates

Date:

N/A

Time:

N/A

Venue:

N/A

Detail:

The Annual Dinner was cancelled because there are constraints in time and human resources in Welfare Week preparation, as well as providing training for next cabinet.



7.2.9 Report on Superpass Day (Semester 1, 2013 – 2014)

Person in Charge:

PENG Bo Ya

Social Secretary and Acting Sports Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Superpass Day included Superpass Fai-chun Writing and Superpass Dinner. It is believed that students will get excellent grades in the examination after Fai-chun Writing and dinner. The Fai-chun Writing was free of charge, and the Fai-chun could be taken away by the participants.

Aims:

- To foster communication and friendship among the participants
- To provide an opportunity for the participants to experience the Superpass traditions of the University

Date:

26th November, 2013 (Tuesday)

Time:

13:00 – 21:00

Venues:

- Superpass Fai-chun Writing:
 - ♦ Counter outside Room 311, Haking Wong Building, The University of Hong Kong
- Superpass Dinner:
 - ♦ 濠記, Shek Tong Tsui Market Cooked Food Centre, 2/F, Shek Tong Tsui Municipal Services Building, 470 Queen's Road West, Shek Tong Tsui, Hong Kong

Resources Borrowed:

- Cleaver and cutting board from 濠記
- Tables from the Department

Details:



- A board was provided for posting up the Fai-chun.
- Superpass Fai-chun Writing was free of charge.
- Fai-chun could be taken away.
- The assembling venue for Superpass Dinner were outside Room 311, Haking Wong Building, The University of Hong Kong.

Fee:

HK\$60 per participant

Number of Participants:

24

Rundown:

13:00 – 18:00	Hosting counter outside Room 311, Haking Wong Building, The University of Hong Kong
18:00 – 18:30	Assembling participants outside Room 311, Haking Wong Building, The University of Hong Kong
18:30 – 19:00	Leading the participants to the restaurant
19:00 – 19:15	Introduction of Superpass traditions of the University
19:15 – 19:35	Chopping of roasted pig
19:35 – 19:45	Photo taking
19:45 – 20:45	Cheer and dinner
20:45 – 21:00	Distribution of red packets

Helper:

- Cheung Chun Yuen (CS3)

Evaluations:

- Preparation:
 - ♦ Food tasting was done before choosing the restaurant.
 - ♦ Posters were delayed. It was recommended to follow the schedule strictly.
- Rundown:
 - ♦ There were more than enough red papers for writing Fai-chun.
 - ♦ The quality of the red papers was satisfactory.
 - ♦ The amount of food was enough for the participants.



7.2.10 Report on Welfare Week

Person in Charge:

LOW Hau Sum

Internal Vice-chairperson and Acting Welfare Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Welfare Week was a function that lets the students buy welfare products.

Aim:

- To let the students to buy welfare products

Dates:

27th January, 2014 (Monday) – 30th January 2014 (Thursday)

Time:

12:00 – 16:00 (27th January, 2014 – 29th January, 2014)

10:00 – 13:00 (30th January 2014)

Venue:

Counter outside Room 311, Haking Wong Building, The University of Hong Kong

Resource Borrowed:

- Long Tables from the Department

Details:

- A new product had been made, which was Association T-Shirt (2013 – 2014).
- Association Coffee Mug with new design was available for sale.
- Discounts had been given to Association Coffee Mug, Association T-Shirt (2013 – 2014) and Association Paper (2012 – 2013).

Number of Participants:

Around 70



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Evaluation:

- Rundown:
 - ♦ Promotion should be done earlier.



7.3 Welfare and Service Report

7.3.1 Report on Association Coffee Mug Sales

Person in Charge:

LOW Hau Sum

Internal Vice-chairperson and Acting Welfare Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

This item was produced in 2010. The remaining stock has been available for sale after there was new design for it.

Aim:

- To provide welfare to the Members

Period:

January 2014 – February 2014

Details:

Item	Price			Sold
	Member	Non-member	Welfare Week	
Association Coffee Mug	HK\$55	HK\$60	HK\$50	7

Evaluation:

- Overall:
 - ♦ The sales were satisfactory.



7.3.2 Report on Association Football Team

Person in Charge:

PENG Bo Ya

Social Secretary and Acting Sports Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Association Football Team was formed to gather the Members interested in football.

Aims:

- To arouse interest in sports for the Members
- To have a team to represent CSA, ENS, HKUSU in friendly matches

Detail:

No football practice session was hold during our session.

Number of Participants:

15

Team Members:

- Captain:
 - ♦ Wu Ying Kit (CS3)
- Members:
 - ♦ Cheung Chan Teng (CS3)
 - ♦ Cheng Ka Chun (CS graduate)
 - ♦ Lam Chun Wai (CS3)
 - ♦ Lam Harry To Chun (CS graduate)
 - ♦ Lam Tak Chung (CS2 (3-year curriculum))
 - ♦ Lau Kam Lun (CS graduate)
 - ♦ Lee Jin Man (CS2 (3-year curriculum))
 - ♦ Lee Kwan Yuet (CS graduate)
 - ♦ Leung Kon Ming (CS graduate)
 - ♦ Low Hau Sum (CS2 (3-year curriculum))



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- ♦ Ng Siu Lung (CS3)
- ♦ Ng Tsz Ho (CS2 (3-year curriculum))
- ♦ Wong Chiu Kwan (CS3)
- ♦ Yu Chun Hin James (CS graduate)

Evaluations:

- Overall:
 - ♦ It was recommended to have more promotion on the team.
 - ♦ It was recommended to have more practice session.



7.3.3 Report on Association T-Shirt Sales

Person in Charge:

LOW Hau Sum

Internal Vice-chairperson and Acting Welfare Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Association T-Shirt (2013 – 2014) was produced in this year. It was ordered in DOS International Limited.

Aim:

- To provide welfare to the Members

Period:

- Association T-Shirt (2013 – 2014)
 - ♦ January 2014 – February 2014

Details:

Item	Price			Sold
	Member	Non-member	Welfare Week	
Association T-Shirt (2013 – 2014)	HK\$50	HK\$55	HK\$45	28

Evaluations:

- Overall:
 - ♦ The sales of Association T-Shirt (2013 – 2014) were satisfactory.
 - ♦ It was recommended to order more T-Shirt of larger size.



7.3.4 Report on Borrowing of Recreational Facilities

Person in Charge:

LOW Hau Sum

Internal Vice-chairperson and Acting Welfare Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

A list of items, such as stationery, board games, balls, are available for the Members to borrow during Ex-Co duty time in CS' Area.

Aim:

- To provide welfare to the Members

Details:

The followings were available for borrowing.

- Board Games
 - ♦ Carcassonne
 - ♦ Chinese Chess
 - ♦ Connect Four
 - ♦ Go
 - ♦ Health & Happiness Chess
 - ♦ Magnetic Aeroplane Chess
 - ♦ Magnetic Soccer Chess
 - ♦ Marble Chess
 - ♦ Pictionary
 - ♦ SanGuoSha
- Sports Items
 - ♦ Basketball
 - ♦ Football
 - ♦ Hula Hoop
 - ♦ Shuttlecock & Badminton Racket
 - ♦ Table Tennis Bat & Ping-Pong Ball
- Stationery



- ♦ Cutter Plate
- ♦ Key Punch
- ♦ Larger Stapler
- Other Items
 - ♦ Air Pump
 - ♦ Lighter
 - ♦ Megaphone
 - ♦ Mini Football
 - ♦ Monopoly Deal
 - ♦ Playing Card
 - ♦ Set of Toy Bowling
 - ♦ Timer

Evaluation:

- Overall:
 - ♦ It was recommended to have more promotion on Borrowing of Recreational Facilities.



7.3.5 Report on Class Photo Taking

Person in Charge:

LOW Hau Sum

Internal Vice-chairperson and Acting Welfare Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Class photos were taken for each class of curriculum of Computer Science of the University.

Aim:

- To enhance the sense of belonging of the Members to their own class

Arranged Time Slots and Venues:

Class	Date	Time	Venue
CS2 (4-year curriculum)	N/A	N/A	N/A
CS2 (3-year curriculum)	27 th January, 2014 (Monday)	16:30	Open area at G/F, Centennial Campus, The University of Hong Kong
CS3	13 th February, 2014 (Thursday)	15:30	Open area at G/F, Centennial Campus, The University of Hong Kong

Evaluations:

- Preparation:
 - ♦ It was difficult to arrange time slot for CS3.
 - ♦ It was recommended to have more promotion on this activity.
- Rundown:
 - ♦ Class photo taking for CS2 (4-year curriculum) was cancelled as there were too few CS2 (4-year curriculum) students to join the activity.
 - ♦ The participation rate of class photo taking was unsatisfactory.



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7.3.6 Report on Contact Directory

Person in Charge:

LOW Hau Sum

Internal Vice-chairperson and Acting Welfare Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Contact Directory consisted of information including full name, nickname, curriculum, year, mobile, email and Facebook of students from Bioinformatics, Computer Science and Information Systems/Computer Science. Information was collected by circulating the folder in classes. Besides, the information could also be obtained from membership forms and the old Contact Directory's records. A hard copy was put in CS' Area for the students' convenience.

Aims:

- To facilitate communication between CS students and the Department
- To promote friendship and communication among the Members

Dates:

From March 2013 onwards

Evaluations:

- Overall:
 - ♦ The promotion of the Contact Directory was not enough.
 - ♦ It was effective to collect information of students from CS3 in Final Year Project Exhibition.



7.3.7 Report on Departmental Windbreaker Sales

Person in Charge:

LOW Hau Sum

Internal Vice-chairperson and Acting Welfare Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

This item featuring the name of the Department was produced in 2007. The remaining stock has been available for sale since then.

Aim:

- To provide welfare to the Members

Period:

November 2007 – February 2014

Details:

Item	Price		Sold
	Member	Non-member	
Departmental Windbreaker	HK\$100	HK\$120	0

Evaluation:

- Overall:
 - ♦ The sales were not satisfactory since the size of remaining one is too large.



7.3.8 Report on Marketing Activities

Person in Charge:

SIT Chiu Ki

Information Secretary and Acting Marketing Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Marketing activities involved finding sponsorship to fund for functions.

Aims:

- To find sponsor products for the participants of functions
- To keep a good linkage between business bodies
- To seek cash sponsor for functions in order to enhance effectiveness in organising functions

Details:

The followings were sponsoring bodies in different functions with the type of sponsorship bracketed.

- Inauguration Ceremony
 - ♦ Sponsoring Organisations:
 - CEDARS (Cash)
 - 可可店 (Refreshment)
 - 金祥排骨麵 (Refreshment)
 - 梁輝跌打醫館 (Cash)
 - 華人餐廳 (Refreshment)
 - 飲冰室 (Refreshment)
 - 德記潮州菜館 (Refreshment)
 - 濠記飯店 (Refreshment)
 - 宜記甜品 (Refreshment)
 - 鮑魚雞煲火鍋專門店 (Cash)
 - 新興食家 (Cash)
 - Delifrance (Coupon)
 - ♦ Sponsoring Individual:
 - Prof. Benjamin C.M. Kao (Cash)



- Prof. Y.Z. Yu (Cash)
- Dr. Kenneth K.Y. Wong (Cash)
- Dr. H.F. Ting (Cash)
- Dr. H.Y. Chung (Cash)
- Dr. C.K. Chui (Cash)
- Orientation Programme 2013 – Registration Day
 - ♦ Sponsoring Organisations:
 - CEDARS (Cash)
 - The Department (Cash)
- Orientation Programme 2013 – Orientation Camp
 - ♦ Sponsoring Organisations:
 - CEDARS (Cash)
 - The Department (Cash)
 - Jobs DB Hong Kong Limited (Sponsor products)
 - Kaspersky LAB (Sponsor products)
 - Hong Kong Cyberport Management Company Limited (Sponsor products)
 - Zitison Limited (Sponsor products)

Evaluations:

- Overall:
 - ♦ It was recommended to explore more different kinds of sponsor schemes from CEDARS.
 - ♦ It was recommended to explore more ways to find sponsorship since there were many sponsorship schemes for university orientation programmes each year.
 - ♦ It was recommended to find sponsorship from agency who can offer product sponsor.
 - ♦ It was recommended to keep a relationship with the sponsors.
 - ♦ It was recommended to find sponsors to support our year plan.



7.3.9 Report on Membership Card

Person in Charge:

LOW Hau Sum

Internal Vice-chairperson and Acting Welfare Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Membership Card was to identify the membership of the Association and issued to the Members. It was valid from the first day of the first semester of an academic year to the thirtieth day of the first semester of the next academic year.

Aim:

- To promote the sense of belonging to the Association of the Members

Evaluation:

- Overall:
 - ♦ Promotion on the renewal of membership card was not enough.



7.3.10 Report on Departmental Mobile Chain Sales

Person in Charge:

LOW Hau Sum

Internal Vice-chairperson and Acting Welfare Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Departmental Mobile Chain featuring the name of the Department was produced in 2007. The remaining stock has been available for sale since then.

Aim:

- To provide welfare to the Members

Period:

- Departmental Mobile Chain
 - ♦ November 2007 – February 2014

Details:

Item	Price		Sold
	Member	Non-member	
Departmental Mobile Chain	HK\$10	HK\$12	0

Evaluations:

- Overall:
 - ♦ It was recommended to have more promotion on this item.
 - ♦ The sales were not satisfactory.



7.3.11 Report on Other Products Sales

Person in Charge:

LOW Hau Sum

Internal Vice-chairperson and Acting Welfare Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

CD-R, DVD+R, DVD+R Double Layer and Tissue were available for sale during Ex-Co duty time.

Aim:

- To provide welfare to the Members

Period:

March 2012 – February 2014

Details:

Item	Price		Sold
	Member	Non-member	
CD-R	HK\$1.5	HK\$1.5	0
DVD+R	HK\$2	HK\$2	0
DVD+R Double Layer	HK\$6	HK\$6	0
Tissue	HK\$1	HK\$1	0

Evaluations:

- Overall:
 - ♦ It was recommended to have more promotion on these four items.
 - ♦ The sales were not satisfactory.



7.3.12 Report on Souvenirs for Graduates

Person in Charge:

LOW Hau Sum

Internal Vice-chairperson and Acting Welfare Secretary

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

Souvenirs were designed and given out to the Members in the final year of study on 8th May, 2013 (Wednesday).

Aim:

- To provide welfare to the Members in the final year

Date:

8th May, 2013 (Wednesday)

Detail:

In total, 80 copies were made where 49 of them were distributed.

Evaluation:

- Overall:
 - ♦ The design of souvenir was praised by the graduates.



7.4 External Affair Report

7.4.1 Report on Joint Universities Computer Association (JUCA)

Person in Charge:

CHENG Ting Yuk

External Vice-chairperson

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

JUCA was established in 1995. It gathered computer-related societies in local universities and provided a platform which enabled communication among students in computer-related disciplines. It also organised functions that were open to students studying in computer-related disciplines in Hong Kong.

Aims:

- To facilitate interflow between the Members and students from computer related disciplines in other universities in Hong Kong
- To provide opportunities for the Members to participate in joint-university functions
- To raise the social respect and recognition of the Association

Details:

JUCA did not hold any functions this year. They have been seeking for opportunities to promote the formation of a new cabinet for the next session.

The societies joining JUCA are as follows:

- Computer Science Association, Engineering Society, HKUSU
- Computer Science Society, City University of Hong Kong Students' Union
- Hong Kong Baptist University Computer Science Society
- The Computer Science and Engineering Students' Society, the Hong Kong University of Science and Technology Students' Union
- The Computer Science Society, The Student Union of The Chinese University of Hong Kong
- The Open University of Hong Kong the Student Society of Computing

Evaluations:

- Overall:



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- ♦ JUCA meetings should be held regularly.
- ♦ The structure of JUCA might reform.
- ♦ JUCA meetings should be held earlier.



7.4.2 Report on relationship with other academic bodies

Person in Charge:

CHENG Ting Yuk

External Vice-chairperson

CSA, ENS, HKUSU

Session 2013 – 2014

Within the University:

Civil Engineering Society, Engineering Society, HKUSU (CES, ENS, HKUSU)

CES, ENS, HKUSU is a student organisation serving staff and students in the Department of Civil Engineering, The University of Hong Kong.

Evaluation: The relationship between the Association and CES, ENS, HKUSU was very good this year. Ideas were shared on the orientation matters and the amendment of constitutions.

Electrical and Electronic Engineering Association, Engineering Society, HKUSU (EEEE, ENS, HKUSU)

EEEE, ENS, HKUSU is a student organisation serving staff and students in the Department of Electrical and Electronic Engineering, The University of Hong Kong.

Evaluation: The relationship between the Association and EEEA, ENS, HKUSU was very good this year. Ideas were shared on the orientation matters and the amendment of constitutions.

Engineering Society, Hong Kong University Students' Union (Engineering Society, HKUSU)

Engineering Society, HKUSU is the representative body for all students in the Faculty of Engineering, The University of Hong Kong.

Evaluation: The relationship between the Association and Engineering Society, HKUSU was very good this year. Engineering Society, HKUSU provided assistance to the Association for Orientation Programme 2013, especially Orientation Programme 2013 – Registration Day. Ideas were shared on the orientation matters and the amendment of constitutions.

Industrial Engineering Association, Engineering Society, Hong Kong University Students' Union (IEA, ENS, HKUSU)

IEA, ENS, HKUSU is a student organisation serving staff and students in the Department of



Industrial and Manufacturing Systems Engineering, The University of Hong Kong.

Evaluation: The relationship between the Association and IEA, ENS, HKUSU was very good this year. Ideas were shared on the orientation matters and the amendment of constitutions.

Information Systems Association, Business and Economics Association, Hong Kong University Students' Union (ISA, BEA, HKUSU)

ISA, BEA, HKUSU is a student organisation serving students studying in the curricula of BBA(IS)/BEng(CS).

Evaluation: The relationship between the Association and ISA, BEA, HKUSU was very good this year. The communication was good among the two associations' executive committee members, especially when there were counters set outside Room 311, Haking Wong Building, The University of Hong Kong.

Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union (MES, ENS, HKUSU)

MES, ENS, HKUSU is a student organisation serving staff and students in the Department of Mechanical Engineering, The University of Hong Kong.

Evaluation: The relationship between the Association and MES, ENS, HKUSU was very good this year. Ideas were shared on the orientation matters and the amendment of constitutions.

Medical Engineering Society, Engineering Society, Hong Kong University Students' Union (MEDES, ENS, HKUSU)

MEDES, ENS, HKUSU is a student organisation serving students studying in the curricula of BEng(MedE).

Evaluation: The relationship between the Association and MEDES, ENS, HKUSU was very good this year. Ideas were shared on the orientation matters and the amendment of constitutions.

Outside the University:

Some societies maintained a good relationship with the Association. The societies involved are as follows:

- Computer Science Society, City University of Hong Kong Students' Union
- Hong Kong Baptist University Computer Science Society
- Society of Computing Studies, The Hong Kong Polytechnic University Students' Union
- The Computer Science Society, The Student Union of The Chinese University of Hong



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- The Open University of Hong Kong The Student Society of Computing

Evaluation: Through communication among different societies, the understanding of their culture and nature helped in a way that further communication and opportunities to hold joint society functions are feasible for the later sessions. This also raised the public awareness and social respect of the Association.

Overall Evaluation:

To enhance the communication among different societies, attending others' inauguration ceremony was crucial to get the contact of different societies. Besides, a Facebook group or WhatsApp group could be created in order to gather different representatives from different societies.



7.4.3 Report on participation in inauguration ceremonies of other societies

Person in Charge:

CHENG Ting Yuk

External Vice-chairperson

CSA, ENS, HKUSU

Session 2013 – 2014

Introduction:

The Association received invitations to inauguration ceremonies organised by various societies inside and outside the University. Ex-Co attended the ceremonies as representatives.

Aims:

- To seek basic understanding of other organisations
- To establish good relationships with other societies
- To gain recognitions and awareness from other organisations
- To share experience in organising functions and seek for cooperation opportunities

Participated inauguration ceremony of the following societies:

Within the University:

- Civil Engineering Society, Engineering Society, HKUSU
- Electrical and Electronic Engineering Association, Engineering Society, HKUSU
- Engineering Society, Hong Kong University Students' Union
- Industrial Engineering Association, Engineering Society, Hong Kong University Students' Union
- Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union
- Medical Engineering Society, Engineering Society, Hong Kong University Students' Union

Outside the University:

- Computer Science Society, City University of Hong Kong Students' Union
- Hong Kong Baptist University Computer Science Society
- The Computer Science Society, The Student Union of The Chinese University of Hong Kong
- The Engineering Students' Union, Hong Kong University of Science and Technology Students' Union
- The Open University of Hong Kong the Student Society of Computing



Evaluations:

- Overall:
 - ♦ By participating in other societies' inauguration ceremonies, social awareness of the Association and the curriculum of Computer Science could be raised.
 - ♦ Inauguration ceremonies were important occasions where communication between the Association and other student organisations could be enhanced. There were also great opportunities for seeking for co-operation chances such as joint society functions for later sessions.
 - ♦ It was valuable to exchange views on some issues (like orientation plans) with other societies, especially opinions on curriculum reform.



8. Annual Financial Report

Computer Science Association, Engineering Society, HKUSU, Session 2013 - 2014

Annual Financial Report

For the Year Ended 14th February, 2014

(Expressed in Hong Kong Dollars)

Income and Expenditure Account

	Note	Income (\$)	Expenditure (\$)
1. Activities and Functions			
Inauguration Ceremony	A1	243.30	
Mixer (Semester 2, 2012 - 2013)	A2	0.00	
Superpass Day (Semester 2, 2012 - 2013)	A3	292.00	
Orientation Programme 2013 - Registration Day	A4		18.80
Orientation Programme 2013 - Orientation Camp	A5		73.10
Mixer (Semester 1, 2013 - 2014)	A6	0.00	
Superpass Day (Semester 1, 2013 - 2014)	A7		378.20
Welfare Week	A8		16.00
2. Administration			
Annual Budget			80.00
Annual Report			900.00
Grant for Proposed Cabinet			500.00
Photocopy			198.20
Stationery			40.00
3. Membership Subscription			
Existing Member (3-Year Curriculum, Expires on 2013)	(\$17.5 × 50)	875.00	
Existing Member (3-Year Curriculum, Expires on 2014)	(\$35 × 53)	1855.00	
Existing Member (3-Year Curriculum, Expires on 2015)	(\$37.5 × 23)	862.50	
Existing Member (4-Year Curriculum, Expires on 2013)	(\$25 × 1)	25.00	
New Member (4-Year Curriculum, Expires on 2016)	(\$25 × 25)	625.00	
New Member (4-Year Curriculum, Expires on 2014)	(\$25 × 6)	150.00	
4. Sports			
5. Welfare			
Class Photo			92.80
Souvenir for Graduates			1040.00
Welfare Item Sales	C		92.90
6. Others			
Bank Interest		0.22	
Bank Service Charge			200.00
Gain on Annual Budget Payable		4.00	
Gain on Grant for Proposed Cabinet Payable		43.00	
Loss on Annual Report Payable			150.00
Registration Fee	(\$20 × 3 + \$10 × 31)	370.00	
Total		5345.02	3780.00
Surplus of Session 2013 - 2014			1565.02



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Balance Sheet as at 14th February, 2014

	Note	\$	\$
Current Assets			
Bank		29096.75	
Cash		2428.10	
Stock		2988.20	
Total Current Assets			34513.05
Less: Current Liabilities			
Annual Budget Payable		80.00	
Annual Report Payable		900.00	
Class Photo Payable		92.80	
Grant for Proposed Cabinet Payable		500.00	
Prepaid Membership Fee	B2	5410.00	
Total Current Liabilities			6982.80
Net Current Assets			27530.25
Balanced by:			
Accumulated Funds b/f from Session 2012 - 2013			
Current Assets			
Bank		25550.93	
Cash		2128.70	
Membership Fee Receivable		2760.00	
Stock		2858.10	
Total Current Assets			33297.73
Less: Current Liabilities			
Annual Budget Payable		80.00	
Annual Report Payable		1000.00	
Grant for Proposed Cabinet Payable		500.00	
Prepaid Membership Fee	B1	5752.50	
Total Current Liabilities			7332.50
Net Current Assets			25965.23
Add: Surplus of Session 2013 - 2014			1565.02
Accumulated Funds c/f			27530.25

Prepared by,
FUNG Chin Pan

Financial Secretary
Computer Science Association,
Engineering Society,
HKUSU
Session 2013 - 2014

Approved by,
NG Tsz Ho

Chairperson
Computer Science Association,
Engineering Society,
HKUSU
Session 2013 - 2014

Audited by,
Professor W. Wang

Honorary Auditor
Computer Science Association,
Engineering Society,
HKUSU
Session 2013 - 2014



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Notes to Annual Financial Report

A. Details of Activities and Functions

1. Inauguration Ceremony

	Income(\$)	Expenditure(\$)
Sponsorship from CEDARS	1400.00	
Sponsorship from Shop	700.00	
Sponsorship from Teaching Staff	810.00	
Banner		120.00
Booklet		548.40
Car Park Ticket	(\$390 + \$158.4)	20.00
Drink		226.70
Foodstuff	(\$520 + \$240)	760.00
Invitation Card		150.00
Signature Book		72.00
Signature Pen	(\$10 × 2)	20.00
Souvenir	(\$30 + \$12 × 25)	330.00
Poster	(\$2 × 8)	16.00
Utensil		
Facial Tissue (6 Units)		19.90
Foil Plate		46.50
Paper Plate (10 Units)	(\$14.9 × 10)	149.00
Plastic Cup (51 Units)	(\$20.9 × 5)	104.50
Plastic Fork (24 Units)	(\$6.5 × 11)	71.50
Rubbish Bag		12.20
Total	2910.00	2666.70
Surplus / (Deficit)		243.30

2. Mixer (Semester 2, 2012 - 2013)

	Income(\$)	Expenditure(\$)
Funding from the Department	3934.00	
Poster		18.00
Drink	(\$2 × 9)	219.50
Foodstuff	(\$3380 + \$220)	3600.00
Utensil		
Plastic Fork (24 Units)	(\$4.3 × 3)	12.90
Plastic Cup (51 Units)	(\$20.9 × 4)	83.60
Total	3934.00	3934.00
Surplus / (Deficit)		0.00



Notes to Annual Financial Report

3. Superpass Day (Semester 2, 2012 – 2013)

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Application Fee	(\$60 × 34)	2040.00	
Brush Pen Set	(\$12.9 × 2)		25.80
Catering Fee			1425.00
Poster	(\$2 × 8)		16.00
Roasted Pig			228.00
Superpass Red Packet	(\$1.3 × 33 + \$10.3)		53.20
Total		<u>2040.00</u>	<u>1748.00</u>
Surplus / (Deficit)			<u>292.00</u>

4. Orientation Programme 2013 – Registration Day

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Sponsorship from CEDARS		1200.00	
Sponsorship from the Department		1339.20	
Banner			204.00
Booklet			1339.20
Booth			621.00
Cloth			247.00
Decoration			146.80
Total		<u>2539.20</u>	<u>2558.00</u>
Surplus / (Deficit)			<u>(18.80)</u>

5. Orientation Programme 2013 – Orientation Camp

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Application Fee (Executive Committee Member)	(\$250 × 8)	2000.00	
Application Fee (Helper)	(\$250 × 14)	3500.00	
Application Fee (The Freshmen)	(\$480 × 14)	6720.00	
Application Fee for Pre-Camp	(\$80 × 16)	1280.00	
Sponsorship from CEDARS		600.00	
Sponsorship from the Department		5751.00	
Booklet			58.00
Camp T-Shirt	(\$27 × 213)		5751.00
Campfire			214.90
Campsite Fee			
Room	(\$33 × 60 × 2)		3960.00
Room for Pre-Camp	(\$33 × 12 + \$28.5 × 5)		538.50
Catering Fee			
Meal	(\$28 × 175 + \$15.5 × 120)		6760.00
Meal for Pre-Camp	(\$28 × 17 + \$15.5 × 17)		739.50
Game Expenses			114.50
Prize			147.70
Transportation			
Coach			1400.00
Van	(\$130 + \$110)		240.00
Total		<u>19851.00</u>	<u>19924.10</u>
Surplus / (Deficit)			<u>(73.10)</u>



Notes to Annual Financial Report

6. Mixer (Semester 1, 2013 - 2014)

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Funding from the Department		3834.40	
Poster	(\$2 × 5)		10.00
Drink			283.40
Foodstuff	(\$220 + \$3120)		3340.00
Utensil			
Facial Tissue (5 Units)			20.90
Paper Plate (10 Units)			83.50
Plastic Fork (24 Units)	(\$6.5 × 2)		13.00
Plastic Cup (51 Units)	(\$20.9 × 4)		83.60
Total		<u>3834.40</u>	<u>3834.40</u>
Surplus / (Deficit)			<u>0.00</u>

7. Superpass Day (Semester 1, 2013 - 2014)

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Application Fee	(\$60 × 24)	1440.00	
Catering Fee			1500.00
Poster	(\$2 × 5)		10.00
Roasted Pig			268.00
Superpass Red Packet	(\$1.3 × 23 + \$10.3 × 1)		40.20
Total		<u>1440.00</u>	<u>1818.20</u>
Surplus / (Deficit)			<u>(378.20)</u>

8. Welfare Week

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Poster	(\$2 × 8)		16.00
Total		<u>0.00</u>	<u>16.00</u>
Surplus / (Deficit)			<u>(16.00)</u>



Notes to Annual Financial Report

B. Details of Prepaid Membership Fee

1. Prepaid Membership Fees b/f from Session 2012 – 2013

<u>Expiry Year</u>	<u>Number of Members</u>	<u>Prepaid Amount (\$)</u>	<u>Sub-Total (\$)</u>
2013	50	17.50	875.00
2013	1	25.00	25.00
2014	53	52.50	2782.50
2015	23	90.00	2070.00
Total			<u>5752.50</u>

2. Prepaid Membership Fees c/f

<u>Expiry Year</u>	<u>Number of Members</u>	<u>Prepaid Amount (\$)</u>	<u>Sub-Total (\$)</u>
2014	53	17.50	927.50
2014	6	25.00	150.00
2015	23	52.50	1207.50
2016	25	125.00	3125.00
Total			<u>5410.00</u>



Notes to Annual Financial Report

C. Welfare Item Sales

1. Purchases and Stock

	Purchases		Opening Stock		Closing Stock		
	Unit Price (\$)	Quantity	Amount (\$)	Quantity	Amount (\$)	Quantity	Amount (\$)
Association Coffee Mug	52.00			29	1508.00	22	1144.00
Association Paper (2012 - 2013)	11.70			72	842.40	65	760.50
Association T-Shirt (2013 - 2014)	48.00	40	1920.00			12	576.00
CD-R	1.10			27	29.70	27	29.70
Departmental Mobile Chain	7.00			18	126.00	18	126.00
Departmental Windbreaker	105.00			1	105.00	1	105.00
DVD+R	1.40			76	106.40	76	106.40
DVD+R Double-Layer	5.50			8	44.00	8	44.00
Tissue	0.70			138	96.60	138	96.60
Total			<u>1920.00</u>		<u>2858.10</u>		<u>2988.20</u>

2. Sales

	Remarks	Unit Price (\$)	Quantity	Amount (\$)
Association Coffee Mug	(Member Price)	55.00	0	0.00
Association Coffee Mug	(Non-Member Price)	65.00	0	0.00
Association Coffee Mug	(Welfare Week Price)	50.00	7	350.00
Association Paper (2012 - 2013)	(Member Price)	12.00	0	0.00
Association Paper (2012 - 2013)	(Non-Member Price)	15.00	0	0.00
Association Paper (2012 - 2013)	(Welfare Week Price)	11.00	7	77.00
Association T-Shirt (2013 - 2014)	(Member Price)	50.00	2	100.00
Association T-Shirt (2013 - 2014)	(Non-Member Price)	55.00	0	0.00
Association T-Shirt (2013 - 2014)	(Welfare Week Price)	45.00	26	1170.00
CD-R		1.50	0	0.00
Departmental Mobile Chain	(Member Price)	10.00	0	0.00
Departmental Mobile Chain	(Non-Member Price)	12.00	0	0.00
Departmental Windbreaker	(Member Price)	100.00	0	0.00
Departmental Windbreaker	(Non-Member Price)	120.00	0	0.00
DVD+R		2.00	0	0.00
DVD+R Double-Layer		6.00	0	0.00
Tissue		1.00	0	0.00
Total				1697.00



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Notes to Annual Financial Report

3. Surplus or Deficit

Sales	\$	\$	\$
Less: Cost of Goods Sold			1697.00
Opening Stock	2858.10		
Add: Purchases	1920.00		
		4778.10	
Less: Closing Stock		2988.20	
			1789.90
	Surplus / (Deficit)		(92.90)

(End of Annual Report)

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